

|  |                     |                    |                              |                    |          |
|--|---------------------|--------------------|------------------------------|--------------------|----------|
| <b>REQUEST FOR WORK MEASUREMENT STANDARD</b> |                     |                    |                              | DATE OF REQUEST    |          |
| <b>PART I - INITIATION OF REQUEST</b>        |                     |                    |                              |                    |          |
| 2. <b>TO:</b>                                |                     |                    | 1. <b>FROM:</b>              |                    |          |
| 3. WORK CENTER NUMBER                        | 4. WORK CENTER NAME |                    | 5. ESTIMATED ANNUAL MANHOURS |                    |          |
| 6. OPERATION/ITEM/FUNCTION                   |                     |                    |                              |                    |          |
| 7. REQUESTED BY <i>(Signature)</i>           |                     |                    | 8. TITLE                     | 9. EXTENSION       | 10. DATE |
| <b>PART II - ACTION ON REQUEST</b>           |                     |                    |                              |                    |          |
| 1. RECEIVED BY                               | 2. TIME             | 3. DATE OF RECEIPT | 4. SCHEDULED                 |                    |          |
|  |                     |                    | a. STARTING DATE             | b. COMPLETION DATE |          |
| 5. ACTION TO BE TAKEN ON REQUEST             |                     |                    |                              |                    |          |
| 6. SIGNATURE                                 |                     |                    | 7. TITLE                     | 8. EXTENSION       | 9. DATE  |